

## City Council Meeting – Regular Meeting February 19, 2019

Mayor Jeremy Menning called the meeting to order at 7:00pm at Hartford City Hall with the following city council members present: Mark Monahan, Arden Jones, Mark Brenneman, Travis Kuehl, Jessica Johnson and Scott Nelson. Also present were City Administrator Teresa Sidel, City Finance Officer Karen Wilber, Public Works Superintendent Craig Wagner, Chamber & Economic Development Director Jesse Fonkert and City Engineer Mitch Mergen.

Mayor Menning briefly discussed the concept of a Consent Agenda with the council. An example was provided. More research will be done and will be presented at a future meeting.

### BUSINESS ITEMS:

- **Approve Agenda:** A motion was made by Kuehl, second by Monahan to approve the agenda as set - all voted yes, motion carried.
- **Approval of the Minutes:** Regular meeting minutes from Feb 5, 2019 were reviewed. A motion was made by Nelson, second by Jones to approve the meeting minutes from Feb 5, 2019 – all voted yes, motion carried.
- **Approval of the Bills:** A motion was made by Jones, second by Kuehl to approve the bills submitted for payment – all voted yes, motion carried.

**PUBLIC COMMENTS:** None.

### ORDINANCES, RESOLUTIONS, APPLICATIONS AND HEARINGS:

- **1<sup>st</sup> Reading of Ordinance #662 – Off Street Parking Amendment:** Ordinance #662 would make changes to the City's off-street parking regulations by adding six new definitions, further clarifying driveway widths and sidewalks, and addressing driveways in commercial and industrial zoned property. A motion was made by Monahan, second by Nelson to approve 1<sup>st</sup> Reading of Ordinance #662 Amend Zoning Regulation #627 – Off-Street Parking Regulations with the additional verbiage of “on either side” added to the last sentence in Section 12.04 (B)2: Repairs or replacement of existing driveways are exempt from including a poured sidewalk within a driveway, unless the property already has an existing sidewalk on either side that abuts the driveway – Kuehl voted no with all other voting yes, motion carried.
- **Resolution 2019-1 – Request for Joint Jurisdiction with Minnehaha County:** Resolution 2019-1 states the city's intent to establish a joint jurisdiction with Minnehaha County. Once approved, the resolution, along with a map of the joint jurisdiction area, would go to the County for approval. If approved by the County, the city would then have to establish regulations for the joint jurisdiction area. Minnehaha County Planning Director Scott Anderson was present to answer questions. A motion was made by Nelson to approved Resolution 2019-1 – motion failed due to lack of a second. A motion was made by Monahan, second by Brenneman to table until the next meeting – all voted yes, motion carried.

### VISITORS:

- Brad Berens & Krista Stuessi with West Central School were present to give the council an update on the state of the school. Berens touched on items such as student data, attendance data, graduation rate, etc. while Stuessi touch on the financial state of the district.
- Matt Evans & Nathan Velandar, on behalf of the Hartford Area Sports & Rec, were not present. Councilman Kuehl gave a brief update of what was discussed at the last HASR meeting.

### REPORTS:

- **Fire Department Report:** Fire Chief Bryon Shumaker was present to give a department update to the council. Shumaker reported that Jan had 20 total calls, with 10 in the city limits. An update was given on the various trainings that were held during the month for fire and EMS services. The department will be partnering with the Red Cross on May 2<sup>nd</sup> to hold a smoke detector giveaway/install event. The department has ordered a new water tender truck due to arrive in Mar.
- **Chamber & Economic Development Director Report:** Director Jesse Fonkert's report, recapping activities and projects for both the Chamber and HADF, was provided to the council for their review. The city's last housing study was done in 2013 with an update done in 2016. The HADF would like to have this study updated again. With council approval, they will move forward with looking at funding sources for this study. A motion was made by Nelson, second by Kuehl to authorize the housing study update – all voted yes, motion carried.
- **Engineer Report:** Mitch Mergen was present to provide engineer updates: Industrial Park Sanitary Sewer Extension – The topographic survey for the project is in progress. Lot A Deed Restriction – Contracts are in place and work is expected to begin in March. Waste Water Treatment Facility – Discussion with landowners continues.

Vandemark Roadway Improvements – Revisions to final construction documents are being made and they are also assisting with the Rural Development loan application process. Discussion was held on possibly adding the portion of 9<sup>th</sup> St between Vandemark Ave and Hwy 38 to the project. It was the consensus of the council that City Administrator Sidel reach out to property owners along this corridor to get their thoughts on this. Mickelson Road Improvements – Installation of the box culvert has started. Remaining sections will be installed as they are fabricated. CIP Updates & Rate Study – A proposal to update the CIP and conduct a rate study analysis was present to the council. A motion was made by Kuehl, second by Brenneman to approve the proposal to update the CIP and conduct a rate study analysis – all voted yes, motion carried.

- **Public Works Report:** Public Works Superintendent, Craig Wagner’s report was provided to the council for their review. Highlights include:  
Streets – More salt sand has been hauled in. Staff continues to haul snow from last storm. The new skidsteer is scheduled to be delivered next week. Bid opening for the 2019 slurry seal project is Feb 21<sup>st</sup>. Wagner continues to look for a used truck. Wagner has started to research pricing/availability of mag water for the upcoming season.  
Water – The new meters are in and a few are being installed to test the new system.  
Sewer – Samples will be taken in the spring when the ice is gone. Lift stations are running well.  
The SD Municipal Street Maintenance Assoc is holding it’s spring meeting in Pierre on Apr 18<sup>th</sup> & 19<sup>th</sup>. Wagner is requesting that Jesse O’Kane and himself attend. A motion was made by Nelson, second by Jones to approve Wagner and O’Kane’s attendance at the SDMSMA spring meeting on Apr 18<sup>th</sup> & 19<sup>th</sup> – all voted yes, motion carried.
- **Finance Officer Report:** City Finance Officer Wilber’s report was provided to the council. Items included cash balances, sales tax revenue and committee fund balances as of Jan 31<sup>st</sup>, a recap of bills submitted for payment and the calendar of events. It was also noted that the deadline to file nominating petition is by 5pm on Feb 22<sup>nd</sup>, all summer positions have been advertised with an application deadline of Mar 14<sup>th</sup>, and objections forms for this year’s Equalization meeting will be available on Feb 21<sup>st</sup> with a submission deadline of Mar 14<sup>th</sup>.
- **City Administrator Report:** City Administrator Sidel’s report was provided to the council. Highlights included the following: Sidel has publish the public notice regarding the Resolution of Necessity on the N Vandemark Street Improvement Project. This will be an item on the Mar 5<sup>th</sup> agenda. Sidel explained that currently the waterway that runs through Turtle Creek Park is an unnamed tributary of Skunk Creek. The city has started the process of requesting the waterway be officially named Turtle Creek. The annual workers compensation audit was done on Feb 20<sup>th</sup>. Sidel has requested landfill passes from the City of Sioux Falls. She is expecting a response within the next month. There has been interest in the surplus items that are being advertised for sale.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

- **Review I-90 Interchange Options:** The SD Dept of Transportation has shared two different options for the design for the new I-90 interchange. They would like input for the city as to which design the city prefers. One is a standard diamond design and the other is a standard diamond design with roundabouts. Both designs would allow for at least one lane over I-90 to be open during construction. The pros and cons of roundabouts was discussed further. A motion was made by Monahan, second by Nelson to inform the SD DOT that the city is in favor of the standard diamond design with roundabouts – Jones voted no with all others voting yes – motion carried.

**CORRESPONDENCE:** None.

**EXECUTIVE SESSION:** A motion was made Jones, second by Monahan to enter executive session pursuant to SDCL 1-25-2 (1) for personnel at 9:11pm – all voted yes, motion carried. A motion was made by Jones, second by Brenneman to exit executive session at 9:45pm – all voted yes, motion carried.

**ADJOURNMENT:** A motion was made by Jones, second by Brenneman to adjourn at 9:46pm – all voted yes, motion carried.

Minutes recorded by Finance Officer, Karen Wilber.

I, the undersigned, Karen Wilber, Finance Officer in and for the City of Hartford, South Dakota, do hereby certify that the above and foregoing is a true and correct copy of the minutes which is on file at the Municipal Finance Office.

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Karen Wilber, Finance Officer